

**CARLSBAD MUNICIPAL WATER DISTRICT  
CLASS SPECIFICATION**

**JOB TITLE:**           **WATER SYSTEMS OPERATOR I  
WATER SYSTEMS OPERATOR II  
WATER SYSTEMS OPERATOR III**

**DEPARTMENT:**

**BASIC FUNCTION:**

Under general supervision, operate, repair and maintain the water distribution facilities and related structures and equipment; to perform water quality assurance duties and to perform related work as assigned.

**DISTINGUISHING CHARACTERISTICS:**

**Water Systems Operator I** is the entry-level class in this operations series. Incumbents learn and perform a variety of duties in operation, maintenance, and repair of the water distribution facilities and related structures and equipment and perform water quality assurance work. This class is alternately staffed with Water System Operator II and incumbents may advance to the higher level after gaining two years of experience and demonstrating proficiency which meets the qualifications of the higher-level class.

**Water Systems Operator II** is journey level in this series. Incumbents perform the full range of operation, maintenance and repair of the water distribution facilities and related structures and equipment and perform water quality assurance work. The next higher level performs on-going lead responsibility for the work of the Water Operations crew.

**Water Systems Operator III** is the lead level in this class series, assisting in providing direction to crew(s), performing a variety of the most responsible and skilled maintenance assignments. This level is distinguished from the Water Systems Supervisor who is responsible for the water operations and is classified as a management level position.

**KEY RESPONSIBILITIES:**

Operates and maintains valving, regulating, chemical feed and pumping stations, reservoirs and related facilities.

Reads and interprets monitoring devices on water distribution equipment; calculates and adjusts chemical dosages; performs preventive maintenance on production and feed equipment; constructs, modifies and repairs equipment; logs and records readings; repairs and replaces pumps, motors, chlorinators, regulators and related equipment.  
Takes water samples and performs standard laboratory tasks; responds to customer complaints.

Performs electrical and electronic maintenance and repair work on telemetry systems, SCADA system and cathodic protection units.

Operates various air, electric and hand tools and equipment, computerized equipment and test equipment.

Prepares and maintains a variety of computerized and written records, reports and logs.

Responds to emergency calls, may work varying hours, weekends, holidays, days off and perform stand-by duty as needed.

Use safe work practices and procedures, appropriate safety precautions and equipment.

### **WATER SYSTEMS OPERATOR III:**

Direct and assign work to crews in supervisor's absence, including training and evaluating work, monitoring work in progress at the worksite and directing corrections and modifications as appropriate.

Estimate and secure tools, materials and equipment required for assigned jobs: discuss work to be performed with supervisor, assign tasks to individual crew members.

Maintain written and computerized records of work performed and materials used; prepare a variety of written records and reports related to the work.

May be assigned to coordinate work assignments with other divisions; respond to questions and requests as appropriate.

Perform special projects as assigned.

### **QUALIFICATIONS:**

#### **Knowledge of:**

Methods, materials, tools and equipment used in the operation, maintenance and repair of water distribution systems and facilities.

Operation and maintenance of a wide variety of hand and power tools and equipment.

Safe work methods, regulations and equipment pertaining to the work.

### **WATER SYSTEMS OPERATOR III:**

Basic supervisory principals and practices.

Computerized record keeping and procedures.

**Ability to:**

Perform skilled operation, maintenance and repair work on water distribution system and facilities.

Operate and maintain a wide variety of hand and power tools and equipment.

Maintain effective working relationships, understand and follow oral and written instructions.

Perform heavy physical labor.

Withstand exposure to varying weather conditions, work in wet and/or odorous areas and work in confined areas, tanks and structures.

Independently diagnose malfunctions and problems and make quick, accurate repairs and responses.

**WATER SYSTEMS OPERATOR III:**

Direct work of other subordinates, including training and evaluating work procedures.

Maintain accurate written and computerized records of work performed, hours, and materials used and related reports.

**EXPERIENCE AND EDUCATION:**

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities is qualifying.

**WATER SYSTEM OPERATOR I:** Equivalent to graduation from high school and six months experience in mechanical/electrical repair and maintenance

**WATER SYSTEMS OPERATOR II:** In addition to the above, a minimum of two years of recent experience in water distribution systems operations and maintenance equivalent to the Water System Operation I class.

**WATER SYSTEM OPERATOR III:** In addition to the above, two years of journey level experience in water distribution systems operations and maintenance equivalent to the Water System Operator II class.

**SPECIAL REQUIREMENTS (MINIMUM):**

Water System Operators I and II must pass a valid California Class C Driver's License. Senior Water Systems Operator must pass at least a valid California Class B Driver's License.

Water System Operator I must pass a State of California Dept. of Health Services Water Treatment Operator's Certificate Grade I within the first year of employment.

Water System Operator II must pass a State of California, Dept. of Health Services Water Treatment Operators Certificate Grade II and an American Water Works (AWWA) Water Distribution Operator Grade II certificate.

Senior Water System Operator must pass a State of California, Dept. of Health Service Water Treatment Operator's certificate Grade II and an American Water Works Distribution Operators Grade III certificate.

Must be willing to work in confined spaces which may expose the employee to hazardous atmospheric conditions. Will be required to use respirators which prohibits full heads and facial hair that may interfere with a proper fit.

**PHYSICAL STANDARDS:**

Work may be performed outdoors in all weather conditions with exposure to traffic and other hazards. Operators must be physically able to stand, stoop, bend, lift and maintain awkward body positions for prolonged periods of time. Must be able to handle, including lift, carry or manipulate heavy equipment and other material up to 100 pounds both alone and with assistance from others. Must be available to work overtime and to respond to emergency calls and work varying hours, including weekends, holidays, days off and perform "stand-by" duty as needed.